

APPLIED BEHAVIOR ANALYST LICENSING COMMITTEE

DATE: August 14, 2017
TIME: 9:00 A.M.
LOCATION: Health Related Boards Conference Center
Poplar Room, 665 Mainstream Drive
Nashville, TN 37243

COMMITTEE MEMBERS PRESENT:

Michael S. Tonos, MS, BCBA
Peter A. Beddow, Ph.D., BCBA-D
Mallory Garrett, MS, BCBA
Amanda Spiess, BCaBA

COMMITTEE MEMBERS ABSENT:

Catherine Terry, Ph.D., M. Ed., Citizen Member

STAFF PRESENT:

Lisa Williams, Board Administrator
Teddy Wilkins, Unit Director
Paetria Morgan, Assistant General Counsel

Mr. Tonos called the meeting to order at 9:04 a.m. A roll call vote was conducted and a quorum was present.

Introduction and welcome of the new Committee Members, Mallory Garrett and Amanda Spiess.

Review/Approve Minutes

Upon review of the May 22, 2017 minutes, Dr. Beddow made a motion, seconded by Ms. Garrett, to approve the minutes. The motion carried.

Office of General Counsel

Ms. Morgan stated there are no consent orders, agreed orders or open cases in the Office of General Council. Ms. Morgan reviewed the conflict of interest policy. There is no pending legislation and the legislative session just ended leaving nothing to report. Ms. Morgan stated that the rules did become effective June 21, 2017. She stated that the Committee is imploring

everyone to make haste in becoming licensed. Ms. Morgan reviewed the role of the consultant and the need for two consultants to be chosen today or at a future meeting. Ms. Morgan went over the need for a screening panel and the role that a Committee Member would play in the screening panel.

Administrative Report

Ms. Williams stated there are currently 74 active licensed Behavior Analysts and 1 active licensed Assistant Behavior Analyst.

Ms. Williams stated the next scheduled Committee Meeting is November 13, 2017 and the following dates have been scheduled for 2018:

February 19, 2018
May 21, 2018
August 20, 2018
November 19, 2018

Ms. Williams asked the Committee Members to sign their travel claims forms as well as their conflict of interest forms if they had not already done so.

Ms. Wilkins informed the Committee that currently the only means of applying is through a paper application. In a few months, online applications will become available and will be an alternate method of applying. The applicant will enter the information online and upload their documents.

Discuss and Ratify/Deny Newly Licensed

Ms. Wilkins informed the Committee of some of the steps required to become licensed and stated that the certification of the license is dependent upon the BACB certification. There are several steps leading up to licensing and the BACB certification is just one of those steps.

Mr. Tonos called for a motion to ratify the licenses of the Behavior Analysts. Dr. Beddow questioned ratifying individuals that they know. Ms. Wilkins reminded the Committee that due to the size of the profession, Committee Members will possibly know individuals listed to have their licenses ratified. She stated that this is part of being on a Committee and why having a quorum plays a major part in being able to ratify the licenses. Ms. Morgan reminded the Committee of Conflict of Interest and to be mindful of this as they prepared to ratify the licenses. Mr. Tonos stated that the Committee Members should personally recuse themselves from voting in favor of any application in which we think there's a conflict of interest or dual relationship that would affect our decision. Then the Committee Members would proceed with recusing themselves specifically for specific applicants, but then voting on the list. Dr. Beddow recused himself from voting on the license of Martha Felker, license #16. Ms. Spiess recused herself from voting on the license of (Jennifer) Alacia Stainbrook, license #132. Ms. Morgan reminded the Committee that no action that the Committee takes is final until that same action is also carried out by the Board of Examiners in Psychology. The licenses ratified today will not be fully ratified until the licenses are ratified by the Board of Psychology.

Newly Licensed Behavior Analysts and Assistant Behavior Analysts

Mr. Tonos called for a motion to ratify the list of seventy-four (74) Licensed Behavior Analysts. Ms. Mallory Garret made a motion to ratify the list of Behavior Analysts with the express recusal of themselves, seconded by Dr. Beddow. The motion carried.

Behavior Analysts

**Julie Adcock
Huda Shazia Ansari
Michelle Bagby
Stephanie Nicole Bailey
Peter Albert Beddow
Brooke Berkowitz
Nicole Bichelman
Courtney H. Birdwell
Sarah Elizabeth Blumberg
Amy Bohannan
Ginger Nicole Canty
William R. Chittum
Sarah Elizabeth Coffey
Bailey Copeland
Lily Cotton Darnell
Shannon B. Fee
Martha Felker
Paul Micah Friddle
Etty Fromowitz
Mallory Alyse Garrett
Tiffany Chandrel Greer
Constance Hajimihalis
Mary Haymaker
Julia M. Hochman
Brittany Holman
Mary Hudson
Tamara Johnson
Heather Joslin
Meghan Just Lindsay
Mary Annette Little
Brandon Ellis McCord
Jill L. McDaniel
Deborah McNamee
Lauren Kaplan Michels
Wendi Young Minutolo
David Lanier Motes
Kelly Motes**

**Mick J. Needham
Jennifer P. O'Steen
Daniel Okemba Okello
Katherine Peatross
Camille Pedone
Vonda Jan Perry
Rickey Lee Reiling
Melissa Jeanne Richards
Jessica Torelli Roane
Tamar Agnes Robinson
Michael Rohr
Emily Rolling
Mihaela Calboreanu Schwartz
Jessica W. Sellers
Rachel Shayne
Zachary Shoemaker
Nancy Simer
Jeffrey Brian Smith
Phyllis Smith
Jennifer Alacia Stainbrook
Patricia Stetler
Zachary Abraham Stevens
Dawn M. Stewart
Anna Virginia Straussberger
Wendy Dewey Sullivan
Stephanie Sweebe
Chad M. Szala
Alina Thompson
Amy Thomson
Max Edward Tice
Michael S. Tonos
Heather Walker
Kari Milburn White
Stacy L. Wilcox
Kaitlin Slade Wilder
Mackenzie Wyatt
Tandra Yates**

Mr. Tonos called for a motion to ratify the one (1) Licensed Assistant Behavior Analyst. Ms. Mallory Garret made a motion to ratify the list of Assistant Behavior Analyst with the express recusal of themselves, seconded by Dr. Beddow. The motion carried.

Assistant Behavior Analyst

Amanda Spiess

Mr. Tonos called for a motion to ratify the one (1) DIDD Provisional Behavior Analyst. Ms. Mallory Garret made a motion to ratify the list of Assistant Behavior Analyst with the express recusal of themselves, seconded by Dr. Beddow. The motion carried.

DIDD Provisional Behavior Analyst

Tara Whitlock

Discuss Rulemaking, Hearings, Rule Amendments and Policies

Ms. Wilkins explained the license renewal expiration date which is every two years. The renewal expiration date is determined by a licensee's birth month and birth year. The expiration date will be the last day of the licensee's birth month and if they are born in an even year then they will renew in an even year. If the licensee is born in an odd year, they will renew in an odd year. The only time this does not apply is the initial licensure period and it can be anywhere from thirteen months to almost three years depending on the date when the licensee's license was approved. There is a renewal certificate that states exactly when a license expires and is included in the packet with the license. A licensee will receive an email about six weeks before the license is due to expire reminding them of the expiration date provided they opted to receive emails and the Committee has their current email address. The same applies to a paper renewal application which is also sent out about six weeks before the expiration date to the address on file. If the address is not current, the mail is not forwarded. The email address and the regular address must be kept current for the licensee to receive notification from the Committee. There is a renewal site online that you can go and renew your license and this can be done whether you received an email or a paper application.

Ms. Morgan presented the Committee with a draft of the lapsed licensed policy. Ms. Garrett made a motion to accept the policy as written and seconded by Ms. Spiess. The motion carried. The policy will take effect after going before and approved by the Board of Psychology.

Adjourn

With no other Committee business to conduct, Ms. Spiess made a motion, seconded by Dr. Beddow, to adjourn at 10:10 a.m. The motion carried.

Ratified by the Committee for Licensing Behavior Analysts on this the 14th day of September, 2017.